Introduction to the Survey Forms

he survey forms contained in this appendix are designed to help you obtain the municipal solid waste (MSW) recycling and disposal data necessary for calculating a standard recycling rate. The forms may be used by states or localities that are measuring recycling for the first time and want to use the standard methodology outlined in this guide or those that wish to redesign their current recycling measurement system according to the standard methodology.

There are six survey forms in total, each uniquely tailored for a specific point in the waste management system. Forms 1-3 allow for the collection of data on the amount of MSW recycled in your state or locality and address collectors, processors, and end users of recyclables, respectively. Forms 4-6 allow for the collection of data on the amount of MSW disposed of in your state or locality and address waste collectors, transfer stations, and disposal facilities, respectively. In addition to MSW, each survey form also allows data to be collected on materials not considered to be MSW (referred to as "other solid waste" and "other recyclables").

As discussed in Section 4, determining who to survey is a critical step in the design of your recycling measurement system, and you are allowed flexibility in selecting which points in the chain to survey. In order to obtain data on both MSW recycling and disposal, you will want to use two of the survey forms at a minimum, one from each group. You may choose, however, to use more than two or even all six of the survey forms, depending on your particular surveying approach. Table 13 describes each of the survey forms, including the purpose and who should complete the form.

TABLE 13. SURVEY FORMS

SURVEY FORM	TITLE	WHO SHOULD COMPLETE THE FORM	PURPOSE
Form 1	Collectors of	Private recycling haulers	To collect data on the amount of MSW
	Recyclables	Government agencies with collection crews or contracts	recyclables and other recyclables collected from residential and commercial sources in your state or locality during the current
		Large generators that self-haul directly to a processor or end user	measurement year.
Form 2	Processors of	Material recovery facilities (MRFs)	To collect data on the amount of MSW
	Recyclables	Buy-back centers	recyclables and other recyclables from residential and commercial sources in your
		Drop-off centers	state or locality processed during the current
		Scrap metal processors	measurement year by MRFs, buy-back
		Paper processors	centers, and other processors.
		Glass beneficiation plants	
		Plastic processors	
		Tire processors	
		Yard trimmings processors	
		Transfer stations that recover recyclables from waste on site	
Form 3	End Users of	Public and private composting facilities	To collect data on the amount of MSW
	Recyclables	Recycling plants	recyclables and other recyclables from residential and commercial sources in your
	Disposal facilities that recover recyclables from waste on site	state or locality accepted during the current measurement year by recycling mills and composting facilities.	
Form 4	Collectors of	Private waste haulers	To collect data on the amount of MSW and
	MSW and Other Solid	Government agencies with collection crews or contracts	other types of solid waste collected from residential and commercial sources in your state or locality during the current
Waste		Large generators that self-haul directly to a processor or end user	measurement year.
Form 5	Transfer Stations	Public and private transfer stations	To collect data on the amount of MSW and other types of solid waste from residential and commercial sources in your state or locality processed during the current measurement year by transfer stations.
Form 6	Waste	Public and private landfills	To collect data on the amount of MSW and
	Disposal Facilities	Public and private incinerators	other types of solid waste from residential
	i aciiiucs	Public and private waste-to-energy facilities	and commercial sources in your state or locality accepted during the current measurement year by disposal facilities.



Collectors of Recyclables

Use this form to collect information on the amount of recyclables collected from residential and commercial sources in your state or locality during the previous year.

Who Should Fill Out This Form:

- Private Recycling Haulers.
- Government Agencies with Collection Crews or Collection Contracts.
- Large Generators (e.g., Grocery Stores, Retail Chains, Government Facilities) that Self-Haul Directly to a Processor or End User.

- 1. Send a cover letter with the survey form explaining the purpose of the form and how to fill it out. Remember to specify which sections of the form you want respondents to complete and which sections are optional. Use the sample cover letters provided as guides for developing your own.
- 2. Send the glossary and standard volume-to-weight conversion factors to all respondents.
- 3. Before mailing the form and cover letter to respondents, write in the name of your state or locality, reporting period, due date, and return address in the spaces provided at the top of the form.
- 4. Fill in the name of your state or locality throughout the form where indicated.

Collectors of Recyclables

To Be Completed by the Survey	or:	
State or Locality:		
Reporting Period:	to	
Return This Form to:		
Return This Form by:/	/	
/	./	
Direct All Questions to: Name	Telephone ()
Respondent Information	n (please type or print cl	early):
Name of Company or Government Agen	cy:	
Address: Street		
City	Z	ip
Telephone: ()	FAX: ()	
Name of Contact:	Title:	
Are You a: Private Hauler Large	Generator n a Collection Crew or a Collection Contra	ct
Government/geney vvia	Ta Concensive Crew of a Concensive Contra	
Certification		
I certify that, to the best of my knowledg	ge, the information reported in this form is	accurate and truthful.
Name and Title	Signature	 Date

- ✔ Refer to the attached glossary for clarification of the terms used in this form.
- ✓ Report all quantities in tons (1 ton=2,000 pounds). Use the attached volume-to-weight conversion factors to convert your data from cubic yards (or other unit of measure) to tons. If you used these conversion factors to convert your data, indicate "yes" in the appropriate column. If you used other conversion factors, please identify the source in the comments section.
- ✓ Estimate the breakdown of residential and commercial materials to the best of your ability.
- ✓ Report any recyclables that were generated as a result of a natural disaster in Part 2B as construction and demolition (C&D) debris.
- ✔ Report only quantities collected during the reporting period stated above.

2. Recyclables Collection Data

	S	ource of Recyc	lable Material		
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	TOTAI (tons)
Commingled Materials (describe in Comments section below)					
Food Waste					
Glass Containers:					
Clear					
Amber					
Green					
Mixed Glass					
Other Glass					
Subtotal Glass					
Lead-Acid Batteries					
Metals:		1 11		-	
Aluminum Cans					
Tin/Steel Cans					
Major Appliances					
Other Ferrous					
Other Nonferrous					
Mixed Metals					
Subtotal Metals					

	S	ource of Recyc	lable M aterial		TOTAL (tons)
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	
Paper:					
Old Magazines					
Old Newspaper					
Old Corrugated Containers					
Office Papers					
Telephone Directories					
Mixed Paper					
Other Paper					
Subtotal Paper					
Plastic:					
PETE					
HDPE					
PVC					
LDPE					
PP					
PS					
Mixed Plastic					
Other Plastic					
Subtotal Plastic					
Textiles					
Tires					
Wood:					
Wood Packaging					
Other Wood					
Subtotal Wood					
Yard Trimmings:					
Brush and Branches					
Grass					
Leaves					
Tree Stumps					
Mixed Yard Trimmings					
Subtotal Yard Trimmings					

Residential	Were EPA Conversion	Commercial	Were EPA Conversion	TOTAL
(tons)	Factors Used?	(tons)	Factors Used?	(tons)
ey were determine				
		estimates, i.e., guesses? ey were determined below.	estimates, i.e., guesses? ey were determined below.	estimates, i.e., guesses? ey were determined below.

RECYCLABLE MATERIAL	Were EPA Conversion Factors Used?	AMOUNT RECEIVED (tons)
Agricultural Waste		
Automobile Bodies		
Combustion Ash		
Construction and Demolition Debris	:	
Asphalt		
Concrete		
Metals		
Natural disaster debris		
Wood		
Other C&D		
Industrial Process Waste		
Municipal Sewage Sludge		
Preconsumer Waste		
Used Oil		
Other	_	
TOTAL (tons)		
Are any of the reported quantities of they are estimates, explain how the		
Explanation of estimates:		



Processors of Recyclables

Use this form to collect information on the amount of recyclables from residential and commercial sources in your state or locality processed during the previous year by material recovery facilities and other processors.

Who Should Fill Out This Form:

- Scrap Metal Processors.
- Paper Processors.
- Glass Beneficiation Plants.
- Plastic Processors.
- Tire Processors.
- Material Recovery Facilities.

- Yard Trimmings Processors.
- Buy-Back Centers.
- Drop-Off Centers.
- Transfer Stations That Recover Recyclables From Waste On Site.

- 1. Send a cover letter with the survey form explaining the purpose of the form and how to fill it out. Remember to specify which sections of the form you want respondents to complete and which sections are optional. Use the sample cover letters provided as guides for developing your own.
- 2. Send the glossary and standard volume-to-weight conversion factors to all respondents.
- 3. Before mailing the form and cover letter to respondents, write in the name of your state or locality, reporting period, due date, and return address in the spaces provided at the top of the form.
- 4. Fill in the name of your state or locality throughout the form where indicated.

Processors of Recyclables

To Be Completed by the Surveyor:		
State or Locality:		
Reporting Period:	_ to	
Return This Form to:		
Return This Form by:/		
Direct All Questions to: Name	Telephone ()
Respondent Information (p	olease type or print	clearly):
Respondent information (p	nease type or print (cicarry).
Name of Company or Government Agency:		
Address: Street		
City		Zip
Telephone: ()	FAX: ()	
Name of Contact:	Title:	
Are You a: Scrap Metal Processor	☐ Paper Processor	☐ Drop-Off Center
☐ Glass Beneficiation Plant☐ Material Recovery Facility		□ Other
☐ Tire Processor	☐ Yard Trimmings Processo	pr
Certification		
I certify that, to the best of my knowledge, th	e information reported in this form	is accurate and truthful.
Name and Title	Signature	 Date

- ✓ Refer to the attached glossary for clarification of the terms used in this form.
- ✓ Report all quantities in tons (1 ton=2,000 pounds). Use the attached volume-to-weight conversion factors to convert your data from cubic yards (or other unit of measure) to tons. If you used these conversion factors to convert your data, indicate "yes" in the appropriate column. If you used other conversion factors, please identify the source in the comments section.
- ✓ Estimate the breakdown of residential and commercial materials to the best of your ability.
- ✓ Report any recyclables that were generated as a result of a natural disaster in Part 2B as construction and demolition (C&D) debris.
- ✔ Report only quantities received during the reporting period stated above.

2. Recyclables Processing Data

instate or locality MSW Recycling table for specif	ic examples of w	hat to include	as recycling.		
	S	ource of Recyc	lable Material		TOTAL (tons)
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	
Commingled Materials (describe in Comments section below)					
Food Waste					
Glass Containers:					
Clear					
Amber					
Green					
Mixed Glass					
Other Glass					
Subtotal Glass					
Lead-Acid Batteries					
Metals:		•			
Aluminum Cans					
Tin/Steel Cans					
Major Appliances					
Other Ferrous					
Other Nonferrous					
Mixed Metals					
Subtotal Metals					

	S	ource of Recyc	lable Material		
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	TOTAL (tons)
Paper:					
Old Magazines					
Old Newspaper					
Old Corrugated Containers					
Office Papers					
Telephone Directories					
Mixed Paper					
Other Paper					
Subtotal Paper					
Plastic:				•	
PETE					
HDPE					
PVC					
LDPE					
PP					
PS					
Mixed Plastic					
Other Plastic					
Subtotal Plastic					
Textiles					
Tires					
Wood:		*			
Wood Packaging					
Other Wood					
Subtotal Wood					
Yard Trimmings:		-			
Brush and Branches					
Grass					
Leaves					
Tree Stumps					
Mixed Yard Trimmings					
Subtotal Yard Trimmings					

	S				
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	TOTAL (tons)
Other Recyclables:					
Subtotal Other Recyclables					
TOTAL (tons)					
Are any of the reported quantit If they are estimates, explain how					
Explanation of estimates/Comm	nents:				

CYCLABLE MATERIAL	Were EPA Conversion Factors Used?	AMOUNT PROCESSED (tons
ricultural Waste		
tomobile Bodies		
mbustion Ash		
nstruction and Demolition Debris:		
Asphalt		
Concrete		
Metals		
Natural Disaster Debris		
Wood		
Other C&D		
lustrial Process Waste		
ınicipal Sewage Sludge		
econsumer Waste		
ed Oil		
her		
TAL (tons)		
e any of the reported quantities estim hey are estimates, explain how they we planation of estimates:	re determined below.	



End Users of Recyclables

Use this form to collect information on the amount of recyclables from residential and commercial sources in your state or locality accepted during the previous year by recycling mills and composting facilities.

Who Should Fill Out This Form:

- Public and Private Composting Facilities.
- Recycling Plants and Other End Users.
- Disposal Facilities That Recover Recyclables From Waste On Site.

- 1. Send a cover letter with the survey form explaining the purpose of the form and how to fill it out. Remember to specify which sections of the form you want respondents to complete and which sections are optional. Use the sample cover letters provided as guides for developing your own.
- 2. Send the glossary and standard volume-to-weight conversion factors to all respondents.
- 3. Before mailing the form and cover letter to respondents, write in the name of your state or locality, reporting period, due date, and return address in the spaces provided at the top of the form.
- 4. Fill in the name of your state or locality throughout the form where indicated.

End Users of Recyclables

To Be Completed by the Surve	eyor:	
State or Locality:		
Reporting Period:	to	
Return This Form to:		
Return This Form by:/	_/	
Direct All Questions to: Name		Telephone ()
Respondent Information	on (please type	or print clearly):
Name of Company or Government Age	ency:	
Address: Street		
City		Zip
Telephone: ()	FAX: ()
Name of Contact:	Title	:
Are You a: Composting Facil Other	ity	☐ Disposal Facility
Certification		
I certify that, to the best of my knowle	dge, the information report	ted in this form is accurate and truthful.
Name and Title	Signature	Date

- ✔ Refer to the attached glossary for clarification of the terms used in this form.
- ✓ Report all quantities in tons (1 ton=2,000 pounds). Use the attached volume-to-weight conversion factors to convert your data from cubic yards (or other unit of measure) to tons. If you used these conversion factors to convert your data, indicate "yes" in the appropriate column. If you used other conversion factors, please identify the source in the comments section.
- ✓ Estimate the breakdown of residential and commercial materials to the best of your ability.
- ✓ Report any recyclables that were generated as a result of a natural disaster in Part 2B as construction and demolition (C&D) debris.
- ✔ Report only quantities received during the reporting period stated above.

2. Recycling Data

instate or locality	during	the stated rep	orting period. R	efer to the Sco	ope of	
MSW Recycling table for specif	ic examples of w	hat to include	as recycling.			
	Source of Recyclable Material					
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	TOTAL (tons)	
Commingled Materials (describe in Comments section below)						
Food Waste						
Glass Containers:		*				
Clear						
Amber						
Green						
Mixed Glass						
Other Glass						
Subtotal Glass						
Lead-Acid Batteries						
Metals:						
Aluminum Cans						
Tin/Steel Cans				_		
Major Appliances						
Other Ferrous						
Other Nonferrous						
Mixed Metals						
Subtotal Metals						

	S	ource of Recyc	lable Material		
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	TOTAL (tons)
Paper:					
Old Magazines					
Old Newspaper					
Old Corrugated Containers					
Office Papers					
Telephone Directories					
Mixed Paper					
Other Paper					
Subtotal Paper					
Plastic:		·			
PETE					
HDPE					
PVC					
LDPE					
PP					
PS					
Mixed Plastic					
Other Plastic					
Subtotal Plastic					
Textiles					
Tires					
Wood:					
Wood Packaging					
Other Wood					
Subtotal Wood					
Yard Trimmings:	I				
Brush and Branches					
Grass					
Leaves					
Tree Stumps					
Mixed Yard Trimmings					
Subtotal Yard Trimmings					

	Source of Recyclable Material				
2A. RECYCLABLE MATERIAL	Residential (tons)	Were EPA Conversion Factors Used?	Commercial (tons)	Were EPA Conversion Factors Used?	TOTAL (tons)
Other Recyclables:					
Subtotal Other Recyclables					
TOTAL (tons)					
Are any of the reported quantit If they are estimates, explain how					
Explanation of estimates/Comr	nents:				

ECYCLABLE MATERIAL	Were EPA Conversion Factors Used?	AMOUNT RECEIVED (tons)
gricultural W aste		
utomobile Bodies		
ombustion Ash		
onstruction and Demolition Debris:		
Asphalt		
Concrete		
Metals		
Natural Disaster Debris		
Wood		
Other C&D		
dustrial Process Waste		
lunicipal Sewage Sludge		
reconsumer Waste		
sed Oil		
ther	_	
OTAL (tons)		
re any of the reported quantities e they are estimates, explain how they		
xplanation of estimates:		



Collectors of Municipal Solid Waste (MSW) and Other Solid Waste

Use this form to collect information on the amount of MSW and other types of solid waste collected from residential and commercial sources in your state or locality during the previous year.

Who Should Fill Out This Form:

- Private Waste Haulers.
- Government Agencies with Collection Crews or Collection Contracts.
- Large Generators (e.g., Grocery Stores, Retail Chains, Government Facilities) that Self-Haul Directly to a Processor or End User.

- 1. Send a cover letter with the survey form explaining the purpose of the form and how to fill it out. Remember to specify which sections of the form you want respondents to complete and which sections are optional. Use the sample cover letters provided as guides for developing your own.
- 2. Send the glossary and standard volume-to-weight conversion factors to all respondents.
- 3. Before mailing the form and cover letter to respondents, write in the name of your state or locality, reporting period, due date, and return address in the spaces provided at the top of the form.
- 4. Fill in the name of your state or locality throughout the form where indicated.

Collectors of Municipal Solid Waste (MSW) and Other Solid Waste

To Be Completed by the	Surveyor:	
State or Locality:		
Reporting Period:	to	
Return This Form to:		
Return This Form by:	_//	
Direct All Questions to: Nar	me Telepho	one ()
Respondent Inforr	mation (please type or prin	nt clearly):
Name of Company or Governm	nent Agency:	
Address: Street		
City		Zip
Telephone: ()	FAX: ()	
Name of Contact:	Title:	
Are You a: ☐ Private Hauler		
☐ Government Age	ency With a Collection Crew or a Collection	Contract
Certification		
I certify that, to the best of my	knowledge, the information reported in this	form is accurate and truthful.
Name and Title	 Signature	 Date

- ✔ Refer to the attached glossary for clarification of the terms used in this form.
- ✓ Report all quantities in tons (1 ton=2,000 pounds). Use the attached volume-to-weight conversion factors to convert your data from cubic yards (or other unit of measure) to tons. If you used these conversion factors to convert your data, indicate "yes" in the appropriate column. If you used other conversion factors, please identify the source in the comments section.
- ✓ Estimate the breakdown of residential and commercial materials to the best of your ability.
- ✓ Report any wastes that were generated as a result of a natural disaster in Part 2C and 2D as Other Solid Waste.
- ✔ Report only quantities collected during the reporting period stated above.

2. Waste Data

stations or disposa	tate or locality al facilities (e.g., landfil		ring the stated reportin	g period and	nauled to trans
•	al facilities (e.g., landfi	lls, incinerato			
Refer to the attack			ors, and waste-to-energ	y facilities).	
	hed Scope of MSW ta	ıble for exam	ples of what to include	as MSW.	
TYPE OF MSW	Amount Hauled to a Transfer Station or Disposal Facility in	Were EPA Conversion Factors Used?	Amount Exported to a Transfer Station or Disposal Facility Outside of	Were EPA Conversion Factors Used?	TOTAL (tons)
Residential	<u> </u>		,		
Commercial					
TOTAL (tons)					
Are any of the reported If they are estimates, exemplanation of estimates	xplain how they were o	determined be	elow.		

IMPORTS	у					
	Were F	PA Conversion	T0T41 (/)			
TYPE OF MSW		tors Used?	TOTAL (tons)			
Residential						
Commercial						
TOTAL (tons)						
Are any of the reported qu						
If they are estimates, explain		,				
Explanation of estimates:						
C. Other types of solid wa	aste coll	ected from sou	ırces in		durir	ng the
stated reporting period						
Other Solid Waste.		to the attache	а эсоро эт тэ т	v tubie ier examples e	or writer to in	ciude as
				. .=		
		Amount Haule to a		Amount Exported to a		
OTHER SOLID WASTE		Transfer Station or Disposal	on Were EPA Conversion	Transfer Station or Disposal	Were EPA Conversion	TOTA
OTHER SOLID WASTE		Facility in	Factors Used?	Facility Outside of	Factors Used?	(tons)
		state or locality	_	state or locality	03021	
Agricultural Waste						
<u> </u>						
Combustion Ash						
Construction and Demolitio	'n					
Construction and Demolitio Debris	n					
Construction and Demolitio Debris Food Processing Waste	on					
Construction and Demolitio Debris Food Processing Waste Industrial Process Waste	on					
Combustion Ash Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste Municipal Sewage Sludge	on					
Construction and Demolitio Debris Food Processing Waste Industrial Process Waste Medical Waste	on					
Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste Municipal Sewage Sludge	on					
Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste Municipal Sewage Sludge Natural Disaster Debris	on					

ources outside of	state or locality
but hauled to a transfe	er station or disposal facility
·	
Were EPA Conversion Factors Used?	TOTAL (tons)
vere determined below.	
	Were EPA Conversion Factors



Transfer Stations

Use this form to collect information on the amount of municipal solid waste (MSW) and other types of solid waste from residential and commercial sources in your state or locality processed during the previous year by transfer stations.

Who Should Fill Out This Form:

■ Public and Private Transfer Stations

- 1. Send a cover letter with the survey form explaining the purpose of the form and how to fill it out. Remember to specify which sections of the form you want respondents to complete and which sections are optional. Use the sample cover letters provided as guides for developing your own.
- 2. Send the glossary and standard volume-to-weight conversion factors to all respondents.
- 3. Before mailing the form and cover letter to respondents, write in the name of your state or locality, reporting period, due date, and return address in the spaces provided at the top of the form.
- 4. Fill in the name of your state or locality throughout the form where indicated.

Transfer Stations

To Be Completed by the Survey	vor:	
State or Locality:		
Reporting Period:	to	
Return This Form to:		
Determ This Ferms by a		
Return This Form by:/	./	
Direct All Questions to: Name	Telephone ()
Respondent Information	n (please type or print cle	arly):
Name of Company or Government Agen	ncy:	
Address: Street		
City	Zip)
Telephone: ()	FAX: ()	
Name of Contact:	Title:	
Certification		
I certify that, to the best of my knowledg	e, the information reported in this form is a	ccurate and truthful.
Name and Title	Signature	Date

- ✓ Refer to the attached glossary for clarification of the terms used in this form.
- ✓ Report all quantities in tons (1 ton=2,000 pounds). Use the attached volume-to-weight conversion factors to convert your data from cubic yards (or other unit of measure) to tons. If you used these conversion factors to convert your data, indicate "yes" in the appropriate column. If you used other conversion factors, please identify the source in the comments section.
- ✓ Estimate the breakdown of residential and commercial materials to the best of your ability.
- ✓ Report any wastes that were generated as a result of a natural disaster in Part 2C and 2D as Other Solid Waste.
- ✔ Report only quantities received during the reporting period stated above.

2A. Municipal solid waste (MSW) received from residential and commercial sources

2. Waste Data

TYPE OF	Amount Hauled to a Disposal Facility in	Were EPA Conversion Factors Used?	Amount Exported to a Disposal Facility Outside of	Were EPA Conversion Factors Used?	TOTAL (tons)
	state or locality		state or locality		
Residential					
Commercial					
TOTAL (tons)					
If they are estimate	reported quantities estinates, explain how they we estimates:	ere determine	d below.		

IMPORTS				state or local	
TYPE OF MSW	Were EPA Conve Factors Use		TAL (tons)		
Residential	ractors Use	at			
Commercial					
TOTAL (tons)					
Are any of the reported quantit If they are estimates, explain how					
Explanation of estimates:	·				
2C. Other types of solid waste r	received from source	es in		1 10	
during the stated reporting					oles of what to
include as Other Solid Wast	•				
include as Other Solid Wast	е.				
			Amount		
OTHER SOLID WASTE	Amount Hauled to a Disposal Facility in	Were EPA Conversion Factors	Exported to a Disposal Facility Outside of	Were EPA Conversion Factors	TOTAL (tons
	Hauled to a Disposal	Conversion	Exported to a Disposal Facility	Conversion	TOTAL (tons
SOLID WASTE	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
SOLID WASTE Agricultural Waste	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
SOLID WASTE Agricultural Waste Combustion Ash Construction and Demolition	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris Food Processing Waste	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris Food Processing Waste Industrial Process Waste	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste	Hauled to a Disposal Facility in	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste Municipal Sewage Sludge	Hauled to a Disposal Facility in state or locality	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste Municipal Sewage Sludge Natural Disaster Debris	Hauled to a Disposal Facility in state or locality	Conversion Factors	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons
Agricultural Waste Combustion Ash Construction and Demolition Debris Food Processing Waste Industrial Process Waste Medical Waste Municipal Sewage Sludge Natural Disaster Debris Other	Hauled to a Disposal Facility in state or locality	Conversion Factors Used?	Exported to a Disposal Facility Outside of	Conversion Factors	TOTAL (tons

2D. Other solid waste received from source	es outside of	
during the stated reporting period but h	nauled to a disposal fac	state or locality
		state or locality
IMPORTS		
OTHER SOLID WASTE	Were EPA Conversion Factors Used?	TOTAL (tons)
Agricultural Waste		
Combustion Ash		
Construction and Demolition Debris		
Food Processing Waste		
Industrial Process Waste		
Medical Waste		
Municipal Sewage Sludge		
Natural Disaster Debris		
Other		
TOTAL (tons)		
Are any of the reported quantities estimates of they are estimates, explain how they were of		
Explanation of estimates:		



Waste Disposal Facilities

Use this form to collect information on the amount of municipal solid waste (MSW) and other types of solid waste from residential and commercial sources in your state or locality accepted during the previous year by disposal facilities.

Who Should Fill Out This Form:

- Public and Private Landfills
- Public and Private Incinerators
- Public and Private Waste-to-Energy Facilities

- 1. Send a cover letter with the survey form explaining the purpose of the form and how to fill it out. Remember to specify which sections of the form you want respondents to complete and which sections are optional. Use the sample cover letters provided as guides for developing your own.
- 2. Send the glossary and standard volume-to-weight conversion factors to all respondents.
- 3. Before mailing the form and cover letter to respondents, write in the name of your state or locality, reporting period, due date, and return address in the spaces provided at the top of the form.
- 4. Fill in the name of your state or locality throughout the form where indicated.

Waste Disposal Facilities

To Be Completed by the Survey	yor:	
State or Locality:		
Reporting Period:	to	
Return This Form to:		
Return This Form by:/	_/	
Direct All Questions to: Name	Telephone ()
Respondent Informatio	n (please type or print c	learly):
Name of Company or Government Ager	ncy:	
Address: Street		
	FAX: ()	
Name of Contact:	Title:	
Are You a:	cinerator	
_		
Certification		
I certify that, to the best of my knowleds	ge, the information reported in this form i	s accurate and truthful.
Name and Title	 Signature	 Date

- ✔ Refer to the attached glossary for clarification of the terms used in this form.
- ✓ Report all quantities in tons (1 ton=2,000 pounds). Use the attached volume-to-weight conversion factors to convert your data from cubic yards (or other unit of measure) to tons. If you used these conversion factors to convert your data, indicate "yes" in the appropriate column. If you used other conversion factors, please identify the source in the comments section.
- ✓ Estimate the breakdown of residential and commercial materials to the best of your ability.
- ✓ Report any wastes that were generated as a result of a natural disaster in Part 2C and 2D as Other Solid Waste.
- ✔ Report only quantities received during the reporting period stated above.

2. Waste Disposal Data

	,	idential and commercial sources				
state or loca	during	g the stated reporting period.				
TYPE OF MSW	Were EPA Conversion Factors Used?	AMOUNT RECEIVED (tons)				
Residential						
Commercial						
TOTAL (tons)						
Are any of the reported qualif they are estimates, explain h	now they were determin	ned below.				
Explanation of estimates:						
·						

	Factors Used?		「RECEIVED (tons)			
esidential						
ommercial						
OTAL (tons)						
Are any of the reported quant f they are estimates, explain ho						
xplanation of estimates:						
C. Other types of solid waste	received during	g the stated	d reporting period.			
	SOURCE					
THER SOLID WASTE	Ins	side	Were EPA Conversion Factors	Outside of	Were EP Conversion	
	state or	· locality	Used?	state or locality	Used?	
gricultural Waste (tons)						
ombustion Ash (tons)						
onstruction and Demolition ebris (tons)						
ood Processing Waste (tons)						
ndustrial Process Waste (tons))					
ledical Waste (tons)						
lunicipal Sewage Sludge (tons))					
atural Disaster Debris (tons)						
ther (tons)						
OTAL (tons)						
Are any of the reported quant f they are estimates, explain ho						